

## INSTRUCTIONS TO APPLY FOR A VEHICLE EXEMPTION

This information pertains to a vehicle being out of the vehicle emissions testing area when the tags expire. In such circumstances, for vehicles registered in Rutherford, Sumner, Williamson or Wilson County, the State offers a temporary exemption from the vehicle emissions testing requirement.

You must complete the Application for Vehicle Exemption Form in order to apply for and receive a vehicle exemption from the emissions testing requirement. Follow the steps below:

1. Submit your completed application form, a copy of your vehicle's registration, and documentation showing the vehicle is out of the State or testing area (*For example:* School Tuition Receipt, Utility Bill, or Military ID) to the Division of Air Pollution Control for processing.

Applications can either be mailed or faxed:

Mailing Address:      Division of Air Pollution Control  
Mobile & Air Resources Management Program  
401 Church St.  
L & C Annex 9<sup>th</sup> Floor  
Nashville, TN 37243

Fax Number:            (615) 532-6817

Do not return or submit the application form to the clerk's office.

2. Upon receipt, the Division will review your application for completeness. If the vehicle qualifies, a Certificate of Compliance exemption will be granted for your vehicle and sent to you.
3. Once you receive the Certificate of Compliance exemption, it should be submitted to the clerk's office with your vehicle's registration renewal information to renew your vehicle's tags. The exemption serves as a substitute for an emissions test.
4. When the vehicle returns to the emissions testing area, it must be taken to one of the testing centers for an emissions test. (See main web site for testing locations)
  - After you have had your vehicle tested, mail the Certificate of Compliance showing that the vehicle has passed an emissions test to the Division of Air Pollution Control.
  - **Failure** to have the vehicle tested upon its return to the area may result in no future exemptions being granted for the vehicle.

If your time is limited you may fax your application with documentation to (615) 532-6817 for processing. If you have any questions, you can call (615) 532-0534.

